



Program Release Notes v2.0.2

On 29 February 2020, MilitaryChildCare.com (MCC) was upgraded to include various enhancements. The enhancements are summarized in the table below. Additional details about each enhancement are included in subsequent sections of this document.

Enhancement Area	Details
Children on the Cusp	<ol style="list-style-type: none"> 1. The Make Offer List includes children on the cusp (i.e., within 30 days) of the age group or age range selected on the Describe Space screen. These same children display on the Make Offer List for their current age group as well. 2. For example, because the pretoddler age group is defined as children from 12-23 months, when space is described for pretoddler, children approximately 11 months but not yet 12 months will be included and flagged as on the cusp. These children (11 months old) will also be included when describing space for an infant. 3. This update allows program users to place a child on the cusp directly into the older age group if they are first in sequence for that age group, rather than placing them into the younger age group and transitioning them soon after enrollment. 4. Program users must make an offer to the first child in sequence, regardless of whether that child is on the cusp.
Make Offer Workflow	<ol style="list-style-type: none"> 1. Access and add comments from the Placement List, Make Offer, Request Interview and View Waitlist. 2. View grade for each Summer Camp Request on the Make Offer and Request Interview Screens. 3. Once an offer is made or an interview is requested, the system opens the Placement List. 4. View additional information for each request on the Placement List. 5. Offer/interview status is now the primary default sort order for the Placement list. 6. Filter the Placement List by Age Group. 7. Search by a child’s first and/or last name on the Placement List. 8. Expand the “Any Provider” request on the Waitlist to display which providers’ waitlist the child is on (users with appropriate permissions). 9. View DoD priority and family type in the Household Profile for each family.
Reports	<ol style="list-style-type: none"> 1. New Report: Children with Immediate Need at Multiple Installations Report 2. New Report: Children with Unmet Need at Multiple Installations Report
Search for Care	<ol style="list-style-type: none"> 1. Text informs families that duty installation is always used in search and that the default radius for each location is 15 miles.
Notifications	<ol style="list-style-type: none"> 1. Reconfirm Request Cancellation notification lists the requests that were cancelled. 2. Reconfirm notifications include information about MCCYN.
Performance	<ol style="list-style-type: none"> 1. IE, Edge, Google Chrome, Safari, and Firefox users will no longer receive a certification warning when accessing MilitaryChildCare.com.

Children on the Cusp

1. The Make Offer List includes children on the cusp (i.e., within 30 days) of the age group or age range selected on the Describe Space screen. These same children display on the Make Offer List for their current age group as well.
2. For example:
 - a. Because the pretoddler age group is defined as children from 12-23 months, when space is described for pretoddler (as shown in the screenshot below), children approximately 11 months but not yet 12 months will be included and flagged as on the cusp. These same children (11 months old) will also be included when describing space for an infant.
 - b. When space is described for the custom age of 18-24 months, children approximately 17 months but not yet 18 months will be included and flagged as on the cusp. These same children (17 months old) will also be included when describing a space for 12-18 month olds.
3. This update allows program users to place a child on the cusp directly into the older age group if they are first in sequence for that age group, rather than placing them into the younger age group and transitioning them soon after enrollment.
4. Any child on the cusp will be flagged using a star in the Age Group at DCA column.

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My MCC Dashboard Reports Management Last login time: 02.25.2020 0

Make Offer
West Indy CDC, Full - Day Care, Pretoddler, DCA: 02.28.2020 (Update)
Showing 4 result(s)
Spaces: 0/2

★ (child on the cusp) (inclusion action) (multi-family) (comments)

#	Child	Priority	Sponsor	Age Group at DCA	Age at DCA	DOB	DCN
1	Joel Harris	1D	Neil Harris	PTD	1 yrs, 1 mo	01.13.2019	03.02.2020
2	Trevor Trapp	1D	Allyson Trapp	IN ★	0 yrs, 11 mo	03.13.2019	03.04.2020
3	Miguel Galarza	2	Roman Galarza	PTD	1 yrs, 10 mo	04.13.2018	03.16.2020
4	Daniel Reinholt	3	Brittany Reinholt	PTD	1 yrs, 0 mo	02.12.2019	03.02.2020

Make Offer or Cancel

5. Program users must always make offers to the first child in sequence for the identified space, regardless of whether that child is on the cusp. Out of sequence offers are not authorized for children on the cusp. Therefore, the person making the offer must follow these business rules:
 - a. If the child first in sequence is a child on the cusp on the *younger* list, an offer must be made
 - b. If the child first in sequence is a child on the cusp on the *older* list, an offer must be made
 - c. If the child on the cusp is first in sequence on *BOTH younger & older* lists, the program can determine which placement is more relevant after talking to the family. Note: the program will not know if the child is first in sequence on both lists until a program user generates the Make Offer list with one age group, reviews the list, and then generates the Make Offer list with another age group.
6. If an offer is made and the *family* does not think it is the right fit for their child, the family can defer.
 - a. Families can request a 1-time deferral for any reason
 - b. If this is a second time deferral, family can work with the program and the manager can approve the request with "Other" reason.

- If during *enrollment*, if the *program* learns that the child is not developmentally ready for the older space, the program will work internally following existing procedures to determine how to best support the child (e.g., engage inclusion action team).

Make Offer Workflow

- Program users now have the ability to access and add comments from the Placement List, Make Offer, Request Interview and View Waitlist
 - Select the Comments Link to add or view comments for each request from the Make Offer List:

- Select the comments link to add or view comments from the Placement List:

c. Select the comments link to add or view comments from the View Waitlist:

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My MCC Dashboard Reports Management

View Waitlist

Filter(4): Navy | CNRSE | West Indy

Sort by: Select Sort Export to CSV

There are 21 requests (multi-family) (comments) (work schedule) (no early offer) (inclusion action team)

Child	Priority	Sponsor	Age Group	Age	DOB	CR DCN	IM or PR
Hailey Harris Any FCC Provider Full Day Care	ACTIVE	Neil Harris	PS	4 yrs, 8 mo	06.13.2015	02.03.2020	IM
Joel Harris	1D	Neil Harris	PTD	1 yrs, 1 mo	01.13.2019	03.02.2020	IM
Trevor Trapp West Indianapolis Child Development Center Full-Day Care	ACTIVE	Allyson Trapp	IN	0 yrs, 11 mo	03.13.2019	03.04.2020	IM
Miguel Galarza	2	Roman Galarza	PTD	1 yrs, 10 mo	04.13.2018	03.16.2020	IM

d. Once the link is selected from the Make Offer List, Placement List or View Waitlist, a list of comments for the request will display. Program users can select whether to show comments shared by just their program or by other programs that have access to the request. Program users may also select the green Add Comment button to add a new comment or select edit or delete to review or remove comments they have previously added. Program users will not be able to edit or delete comments made by other users.

Hailey Harris: West Indy CDC for Full-Day Care

Show comments shared by other programs + Add Comment

Description	Date	User Name	Shared	Action
Spoke to mom about completing enrollment paperwork and Hailey's start date.	02.25.2020 16:07 GMT	manage4ops@mcctraining.33mail.com	Yes	Edit Delete

Close

e. When adding a new comment, program users will have the ability to select whether it can be shared.

Hailey Harris: West Indy CDC for Full-Day Care

Add Comment Share Comment [Learn More](#)

Save or Cancel

2. MCC now displays grade for each Summer Camp Request on the Make Offer and Request Interview Screens.

Make Offer

West Indy SAC, Summer Camp, School Age [\(Update\)](#) Auto-fill

Allow partial offers when auto-filling [Learn More](#)

Filter by Status: --- Show all children [Learn More](#) Show all weeks

(inclusion action) (multi-family) (comments)

#	Child	Priority	Age at DCA	DOB	Grade	Wk1	Wk2	Wk3	Wk4	Wk5	Wk6	Wk7	Wk8	Wk9
1	Lisa Landon Comments	1D	6 yrs, 1 mo	04.13.2014	1st	—	☐	—	☐	—	☐	☐	—	—
2	Michael Carson Comments	1D	6 yrs, 8 mo	09.13.2013	2nd	☐	☐	☐	☐	☐	☐	☐	☐	☐
3	Melinda Vasquez Comments	1E	7 yrs, 11 mo	06.13.2012	3rd	☐	☐	☐	☐	☐	☐	☐	☐	☐
4	Marcus Alvarez Comments	2	6 yrs, 11 mo	06.13.2013	1st	☐	☐	☐	☐	☐	☐	☐	☐	☐

[Make Offer](#) or [Cancel](#)

Legend:
 ● Offer made and waiting for a response
 ✓ Offer accepted
 ✗ Offer declined
 ⌚ Offer expired
 ☐ Not requested
 ⌚ Family is waiting for full offer [Learn More](#)

3. Once an offer is made or an interview is requested, MCC will now open the Placement List. The Placement List will be filtered to show all offers or interview requests for the installation, program and care type for which the offer or interview request was made.
4. MCC now displays additional information on the Placement List, including (1) the family’s DoD priority (2) spouse and sponsor contact information and (3) school name for each request for before/after school care. “No transport” will be shown with the school name if the family has indicated that transportation is not required (i.e., that they will transport the child between the school and the program).

Placement List

Filter(4) ▾

Sort by: Default

(work schedule)

Edwina Jones School Year Care (After School) 1 **DoD Priority:** 1D - Active Duty with Working Spouse

ACCEPTED Accepted: School Year Care (After School)

[Add Date](#) **Program Name:** West Indy SAC 2 **Sponsor Information:**

School Name: Belle Chasse Academy **Spouse Information:**

Date Care Available: 01.27.2020

Actions: [Remove](#) [Comments](#)

Melody Jones Active Duty Military **Frederick Jones** Other Federal Employee

[jonesmfm@gmail.com](#) +1 926.419.7788 (primary)

(UTC -06:00) Central Time (US & Canada) [frederickjones@mcctraining.33mail.com](#)

(UTC -06:00) Central Time (US & Canada)

Michaela Henriques School Year Care (After School) 3 **School Name:** Belle Chasse Academy | No Transport

ACCEPTED Accepted: School Year Care (After School)

[Add Date](#) **Program Name:** West Indy SAC

Date Care Available: 01.27.2020

Actions: [Remove](#) [Comments](#)

Joseph Henriques Active Duty Military **Daisy Henriques** Active Duty Military

+1 926.419.7788 (primary) [daisyhenriques@mcctraining.33mail.com](#)

(UTC -06:00) Central Time (US & Canada) (UTC -06:00) Central Time (US & Canada)

- 5. MCC will now use offer or interview status as the primary default sort order for the Placement list. Within each status, items will be sorted from most to least recent.
- 6. Program users can now filter the placement list by Age Group. Users can choose one or more selections, including Infant, Pretoddler, Toddler, Preschool, and School Age, to view children within that age group based on the date care was available when they received their offer.

Placement List

Filter(0) ▼ :

Clear All

* Branch * Region * Installation

Program Type Program **Age Group at Date Care Available**

Status

Go
or [Cancel](#)

- 7. Program users can now search by a child’s first and/or last name on the Placement List.

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[My MCC Dashboard](#) [Reports](#) [Management](#)

Placement List

Filter(3) ▼ :

Sort by: **Search by Child Name:**

(work schedule)

<p>Hailey Harris</p> <p>ACCEPTED</p> <p>Add Date</p> <p>Complete</p>	<p>Full-Day Care</p> <p>Program Name: West Indy CDC</p> <p>Date Care Available: 02.03.2020</p> <p>Actions: Remove Comments</p>	<p>DoD Priority: 1D - Active Duty with Working Spouse</p> <p>Sponsor Information:</p> <p>Neil Harris Active Duty Military +1 926.419.7788 (primary) NealHarrisFH1@gmail.com (UTC -06:00) Central Time (US & Canada)</p>	<p>Spouse Information:</p> <p>Lilia Harris Other (Employed in the Civilian Sector) +1 926.419.7788 (primary) lilaharris@mcctraining.33mail.com (UTC -05:00) Eastern Time (US & Canada)</p>
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Program Release Notes v2.0.2

8. Program users who have access to multiple FCC providers and who are granted this permission can now expand a child's "Any Provider" request from the Waitlist to display which providers' waitlist the child is on.
 - a. An "Any FCC Provider" request will be displayed as a selectable link from the View Waitlist.

My MCC Dashboard | Reports | Management | Setup | Last login time: 02.28.2020 09:33

View Waitlist

Filter(s): Navy | CNRSE | West Indy | FCC Provider

Sort by: Select Sort | Export to CSV

There are 6 results

(multi-family) (comments) (work schedule) (no early offer) (inclusion action team)

Child	Priority	Sponsor	Age Group	Age	DOB	CR DCN	IM or PR
Carolyn Gardner West Indianapolis Child Development Center Full-Day Care	1C	Erik Granger	IN	0 yrs, 2 mo	12.13.2019	03.11.2020	IM
Any FCC Provider Full Day Care	ACTIVE						
Annabelle Patel	1D	Catherine Patel	PS	4 yrs, 6 mo	08.13.2015	03.29.2019	IM
Logan Patel	1D	Catherine Patel	TD	2 yrs, 10 mo	04.13.2017	03.29.2019	IM
Horace Campbell	1D	Charles Campbell	TD	2 yrs, 5 mo	09.13.2017	10.15.2019	IM
Jacob Shannon	1D	Cynthia Shannon	IN	0 yrs, 9 mo	05.13.2019	11.11.2019	IM
Joel Harris	1D	Neil Harris	PTD	1 yrs, 1 mo	01.13.2019	02.27.2020	IM

- b. Selecting the link will return list of providers included in the Any Provider Request (i.e., the providers whose waitlist this child is on).

My MCC Dashboard | Reports | Management | Setup | Last login time: 02.28.2020 09:33

View Waitlist

Filter(s): Navy | CNRSE | West Indy | FCC Provider

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Horace Campbell	1D	Charles Campbell	TD	2 yrs, 5 mo	09.13.2017	10.15.2019	IM
Jacob Shannon	1D	Cynthia Shannon	IN	0 yrs, 9 mo	05.13.2019	11.11.2019	IM
Joel Harris	1D	Neil Harris	PTD	1 yrs, 1 mo	01.13.2019	02.27.2020	IM

Carolyn Gardner: Any Provider Request ✕

Carolyn Gardner is on the waitlist for the following providers:

West Indy ECC Program Office:

- Kendall Gold
- Maria Rodriguez
- Mindy Phillips

✓ Ok

- MCC now displays DoD priority and family type in the Household Profile for each family. Program users can view the Household Profile for each family by (1) selecting Find Household from their MCC Dashboard and then searching for a specific family or (2) selecting the child's name from the View Waitlist, Placement List or Make Offer List and then selecting the View Household Profile link from the Child Details Screen.

The screenshot shows the Military ChildCare.com interface. At the top, there is a purple header with the logo, "FOUO-Privacy Sensitive", and a user greeting "Welcome, Katherine". Below the header is a navigation bar with "My MCC Dashboard", "Reports", and "Management". The main content area shows "Sponsor Name: Neil Harris" and a red-bordered box containing "DoD Priority: 1D - Active Duty with Working Spouse". Below this is a tabbed interface with "Household Profile" selected. The "Household Profile: Edit Household" section includes a red asterisk indicating required fields: "Household Id" (empty), "Military Sponsor's Name" (split into "First Name: Neil", "Middle Name: E", and "Last Name: Harris").

Reports

- Program users with regional level or higher oversight now have access to two new reports that identify the children with needs who are on waitlists at multiple installations. These reports provide visibility into where children are counted more than once in the breakout tabs, but counted only once on the summary tab. For users with appropriate permissions, these reports can be found under the Performance Reports accordion on the Reports page.
 - Children with Immediate Need at Multiple Installations
 - Children with Unmet Need at Multiple Installations

Search for Care

- Text now informs families that duty installation is always used in the search process and that the default search area is a 15-mile radius around each location.

The screenshot shows a search form with a red-bordered box containing explanatory text: "Indicate where the sponsor will be stationed at the time your child needs care. Programs within a 15-mile radius of this location will be displayed in your search results. You can expand or narrow this search radius on a later screen." Below this, another red-bordered box contains: "The duty installation from your household profile is indicated below. If this will not be the sponsor's duty installation when care is needed, please select the correct duty installation. When the sponsor's duty installation changes, please update this information in your household profile." The form includes a text input for "Country" (United States), a dropdown for "State" (---), a dropdown for "* Sponsor's Duty Installation" (Joint Base Pearl Harbor - Hickam), and a checkbox for "I cannot find my duty installation". A help link "why do we need this information?" is also present.

Notifications

- The notification that families receive when requests are cancelled will now include the list of requests that were cancelled.

- The notifications families receive during the reconfirm process will now inform families that they may be eligible for MCCYN. The MCCYN text will be included at the bottom of the (1) initial reconfirm notification, (2) reconfirm reminder notification, (3) final reminder notification and (4) the notification that families receive when requests are cancelled.

An example request cancellation notification displaying both changes is included below:

Subject Line: Request(s) for Care Cancelled

Dear Betty Taylor,

Because you either did not respond to our previous requests to confirm your continued interest in receiving care or did not select to reconfirm one or more of your requests, the following requests for Full-Day Care for your child, Alice Taylor have been cancelled.

West Indy, West Indy CDC 1, Full-Day Care
West Indy, West Indy CDC 3, Full-Day Care
West Indy, FCC Provider Janice Williams, Full-Day Care

Should you require this type of care in the future, go to [MilitaryChildCare.com](#) (link to consumer login) and log in to search for and request care.

If you have not yet received an offer for installation-based child care, you may be eligible for fee assistance for community-based care through Military Child Care in Your Neighborhood (MCCYN). For more information, please visit: <http://usa.childcareaware.org/fee-assistancerespice/military-families/>

Note: Retired Military and DoD Contractors are not currently eligible for the MCCYN program.

Thank you,
[MilitaryChildCare.com](#) Support Desk

Performance

The MCC hosting facility, DISA has updated the commercial certification associated with MCC. As a result, users who use IE, Edge, Google Chrome, Safari, or Firefox web browsers to access MCC should no longer receive a certification warning when accessing MCC via the public URL (MilitaryChildCare.com).